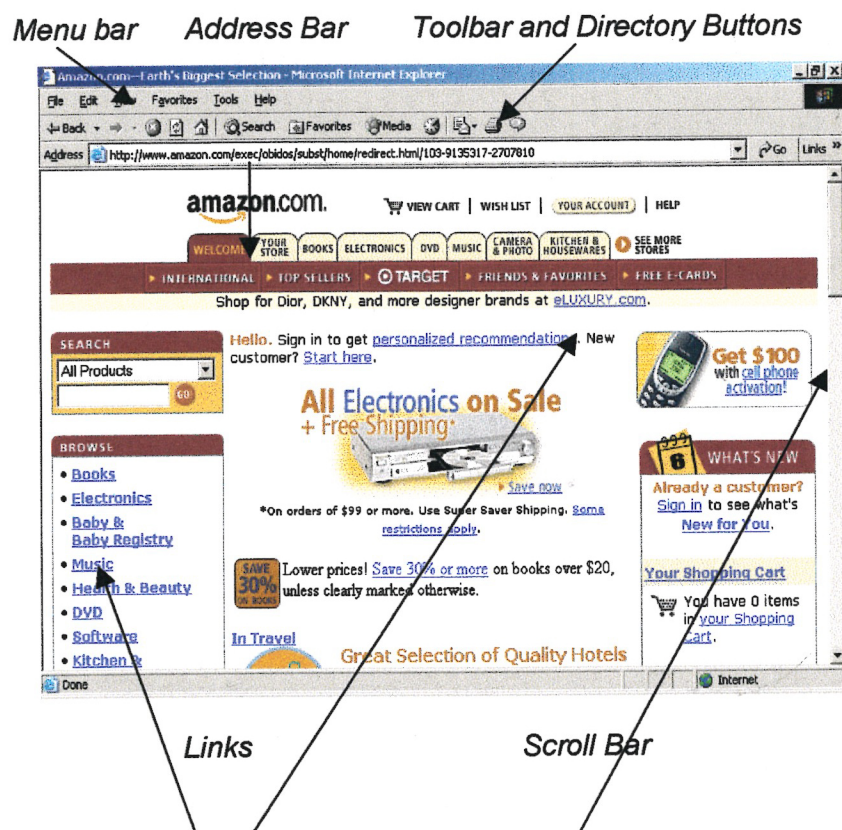


THE EXPLORER WINDOW

- **Menu Bar**—Displays a menu of commands that You can use to perform actions such as printing, or saving web pages to a floppy disk
- **Toolbar and Directory Buttons**—Each button on the toolbar contains a word and an icon describing its function. These buttons allow you to perform a task more quickly than when using the menu bar. By clicking the back, forward, or home buttons, you may move through pages already viewed.
- **Address (URL or Uniform Resource Locator)**—The address of a web page
- **Link**—hypertext links are connections to other “pages” of information or to new locations. A link can be graphic or text, and is usually highlighted.



Staff Assistance

Staff provides limited assistance for basic start up and search procedures.

Free basic Internet training classes are offered at each library. Check at the desk to sign up.

Penalties for Inappropriate Behavior

Because of the public location of the Internet workstations, viewing of sexually explicit graphics or detailed graphics of violence is not permitted. Generally, a person asked to leave the Internet workstation because of inappropriate behavior will be allowed to use it again after 24 hours. Further minor infractions of the policy may result in Internet privileges being revoked for a more extended period of time. Persons whose Internet activities could cause harm to the network, the equipment or to others may suffer more severe penalties.

Printing

Black and white networked laser printers are located at the circulation desk. There is no charge for the first 5 pages of copies made. Patrons may also download information to their own data disks or to data disks purchased from the library. The library is not responsible for any loss or damage to personal disks or data when downloading.